

# Kwong Luen Engineering Holdings Limited

## 廣聯工程控股有限公司

(incorporated in the Cayman Islands with limited liability)

(Stock Code: 1413)

Dear Non-Registered Shareholders,

### Mandatory Electronic Dissemination of Corporate Communications

Pursuant to the Rules 2.07A and 2.07B of the Rules Governing the Listing of Securities on The Stock Exchange of Hong Kong Limited that came into effect on 31 December 2023 and the Articles of Association of Kwong Luen Engineering Holdings Limited (the “**Company**”), the Company will disseminate future corporate communications, including but not limited to: (a) the directors’ report, its annual accounts together with a copy of the auditors’ report and, where applicable, its summary financial report; (b) the interim report and, where applicable, summary interim report; (c) a notice of meeting; (d) a listing document; (e) a circular; and (f) a proxy form (the “**Corporate Communications**”) to you by electronic means through the Company’s website at [www.kwong-luen.com.hk](http://www.kwong-luen.com.hk) and the website of The Stock Exchange of Hong Kong Limited (the “**HKEx’s website**”) at [www.hkexnews.hk](http://www.hkexnews.hk).

In order to provide your electronic contact details and your choice of language and means of receipt of Corporate Communications for future communication, you should liaise with your bank(s), broker(s), custodian(s), nominee(s) or HKSCC Nominees Limited through which your Shares are held (collectively the “**Intermediaries**”) and provide instruction to your Intermediaries. Please contact your Intermediaries for detailed procedure.

To support environmental protection and enhance efficient communication with you, the Company encourages you to access the Corporate Communications via the Company’s website or HKEx’s website instead of receiving printed copies by mail.

You are entitled at any time by reasonable notice in writing to the Company c/o the branch share registrar of the Company in Hong Kong, Boardroom Share Registrars (HK) Limited (the “**Hong Kong Branch Share Registrar**”) at 2103B, 21/F, 148 Electric Road, North Point, Hong Kong or by email to [kwongluen@boardroomlimited.com](mailto:kwongluen@boardroomlimited.com) to request for a printed copy of the Corporate Communications. The Company will send the printed copy of the Corporate Communications to you free of charge as soon as possible upon your notice.

Should you have any queries relating to the above matters, please call the Hong Kong Branch Share Registrar’s telephone hotline at (852) 2153 1688 during business hours from 9:00 a.m. to 5:00 p.m. from Mondays to Fridays, excluding Saturdays, Sunday and Hong Kong public holidays.

By Order of the Board  
**Kwong Luen Engineering Holdings Limited**  
**LIN Rida**  
*Chairman and Executive Director*

24 May 2024

Note:

1. This letter is addressed to the Company’s non-registered shareholders. Non-registered shareholder means such person or company whose shares are held in the Central Clearing and Settlement System (CCASS) and who has notified the Company from time to time through Hong Kong Securities Clearing Company Limited to receive Corporate Communications. If you have sold or transferred your shares of the Company, please disregard this letter.